



*Embassy of the United States of America
Tokyo, Japan*

PRE-SOLICITATION NOTICE

Date: April 1, 2020

Document Type: Pre-solicitation Notice

Request for Quotations Number: 19JA80-20-Q-0769

Classification Code: R – Professional, Administrative and Management Support Services

NAICS Code: 541820 – Public Relations Agencies

Contracting Office Address: U.S. Embassy Tokyo, Procurement / Contract Unit,
1-10-5 Akasaka, Minato-ku, Tokyo 107-8420, Japan

Point of Contact: Mieko Yonaha; YonahaMX@state.gov;
TEL: 03-3224-5208, Mobile 090-1110-9327;
FAX: 03-3224-5179

Subject: External Countrywide Public Diplomacy Platform Service and Office Space

Opening and Closing Dates: To be announced

Description: Please note that this solicitation (Request for Quotations) is not ready to be issued as of this date. The U.S. Embassy Tokyo will post the solicitation on the Embassy's website when it is available. (<https://jp.usembassy.gov/embassy-consulates/business-opportunities/>) The U.S. Embassy Tokyo requires a contractor to provide an external countrywide platform with access to audience networks, an office location, and shared work and event space for the Public Affairs Section (PAS) of the U.S. Embassy Tokyo Office in Japan. All responsible sources may submit a quote, which will be considered.

All Contractors have to be registered in the SAM (System for Award Management) Database at <https://www.sam.gov> prior to contract award, pursuant to FAR provision 52.204-7. Therefore prospective quoters are encouraged to register prior to the submittal of quotations.

Place of Contract Performance: Japan